

TOWNSHIP OF UNION
GRAND TRAVERSE COUNTY, MICHIGAN

REPORT ON FINANCIAL STATEMENTS
FOR THE YEAR ENDED MARCH 31, 2006

Auditing Procedures Report

Issued under P.A. 2 of 1968, as amended and P.A. 71 of 1919, as amended.

Local Unit of Government Type <input type="checkbox"/> County <input type="checkbox"/> City <input checked="" type="checkbox"/> Twp <input type="checkbox"/> Village <input type="checkbox"/> Other		Local Unit Name Union Township	County Grand Traverse
Fiscal Year End March 31, 2006	Opinion Date June 16, 2006	Date Audit Report Submitted to State August 14, 2006	

We affirm that:

We are certified public accountants licensed to practice in Michigan.

We further affirm the following material, "no" responses have been disclosed in the financial statements, including the notes, or in the Management Letter (report of comments and recommendations).

YES 0 Check each applicable box below. (See instructions for further detail.)

1. ☐ ☐ All required component units/funds/agencies of the local unit are included in the financial statements and/or disclosed in the reporting entity notes to the financial statements as necessary.
2. ☒ ☐ There are no accumulated deficits in one or more of this unit's unreserved fund balances/unrestricted net assets (P.A. 275 of 1980) or the local unit has not exceeded its budget for expenditures.
3. ☒ ☐ The local unit is in compliance with the Uniform Chart of Accounts issued by the Department of Treasury.
4. ☒ ☐ The local unit has adopted a budget for all required funds.
5. ☒ ☐ A public hearing on the budget was held in accordance with State statute.
6. ☒ ☐ The local unit has not violated the Municipal Finance Act, an order issued under the Emergency Municipal Loan Act, or other guidance as issued by the Local Audit and Finance Division.
7. ☒ ☐ The local unit has not been delinquent in distributing tax revenues that were collected for another taxing unit.
8. ☒ ☐ The local unit only holds deposits/investments that comply with statutory requirements.
9. ☒ ☐ The local unit has no illegal or unauthorized expenditures that came to our attention as defined in the *Bulletin for Audits of Local Units of Government in Michigan*, as revised (see Appendix H of Bulletin).
10. ☒ ☐ There are no indications of defalcation, fraud or embezzlement, which came to our attention during the course of our audit that have not been previously communicated to the Local Audit and Finance Division (LAFD). If there is such activity that has not been communicated, please submit a separate report under separate cover.
11. ☒ ☐ The local unit is free of repeated comments from previous years.
12. ☐ ☒ The audit opinion is UNQUALIFIED.
13. ☒ ☐ The local unit has complied with GASB 34 or GASB 34 as modified by MCGAA Statement #7 and other generally accepted accounting principles (GAAP).
14. ☒ ☐ The board or council approves all invoices prior to payment as required by charter or statute.
15. ☒ ☐ To our knowledge, bank reconciliations that were reviewed were performed timely.

If a local unit of government (authorities and commissions included) is operating within the boundaries of the audited entity and is not included in this or any other audit report, nor do they obtain a stand-alone audit, please enclose the name(s), address(es), and a description(s) of the authority and/or commission.

I, the undersigned, certify that this statement is complete and accurate in all respects.

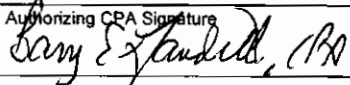
We have enclosed the following:	Enclosed	Not Required (enter a brief justification)	
Financial Statements	<input checked="" type="checkbox"/>		
The letter of Comments and Recommendations	<input checked="" type="checkbox"/>		
Other (Describe)	<input type="checkbox"/>		
Certified Public Accountant (Firm Name) Barry E. Gaudette, CPA, PC		Telephone Number (231) 946-8930	
Street Address 1107 E. Eighth Street		City Traverse City	State MI
Zip 49686			
Authorizing CPA Signature 		Printed Name Barry E. Gaudette, CPA	License Number 11050

TABLE OF CONTENTS

	<u>Page</u>
INTRODUCTORY SECTION	
List of Elected Officials	1
FINANCIAL SECTION	
Independent Auditor's Report	2-3
Basic Financial Statements:	
Government-wide Financial Statements:	
Statement of Net Assets	4
Statement of Activities	5
Fund Financial Statements:	
Balance Sheet - Governmental Funds	6
Reconciliation of the Governmental Funds	
Balance Sheet With the Statement of Net Assets	7
Statement of Revenues, Expenditures, and	
Changes in Fund Balances - Governmental	
Funds	8
Reconciliation of the Statement of Revenues,	
Expenditures, and Changes in Fund Balances	
of Governmental Funds to the Statement of	
Activities	9
Combined Statement of Fiduciary Net Assets -	
Fiduciary Funds	10
Combined Statement of Changes in Fiduciary	
Net Assets - Fiduciary Funds	11
Notes to financial statements	12-22
Required Supplementary Information:	
Statement of Revenues, Expenditures, and Changes	
in Fund Balances - Budget and Actual - General	
Fund	23-25
COMMENTS AND RECOMMENDATIONS	26

INTRODUCTORY SECTION

TOWNSHIP OF UNION
LIST OF ELECTED OFFICIALS
MARCH 31, 2006

ELECTED OFFICIALS

Doug Mansfield	Supervisor
Sheree Stein	Clerk
Charlotte LaFevé	Treasurer
Deborah Birgy	Trustee
Rhoda Ritter	Trustee

FINANCIAL SECTION

INDEPENDENT AUDITORS' REPORT

Members of the Township Board
Township of Union
Grand Traverse County, Michigan

I have audited the accompanying financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of the Township of Union, Michigan, as of and for the year ended March 31, 2006, which collectively comprise the Township's basic financial statements as listed in the table of contents. These financial statements are the responsibility of the Township of Union, Michigan's management. My responsibility is to express opinions on these financial statements based on my audit.

I conducted my audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that I plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. I believe that my audit provides a reasonable basis for my opinions.

Since it was not practical to extend my auditing procedures into the prior unaudited year, I am unable to express an opinion on the consistency of application of accounting principles with the preceding year.

Township of Union
Independent Auditors' Report
Page Two

In my opinion, except for the omission of the information mentioned in the preceding paragraph, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, each major fund, and the aggregate remaining fund information of the Township of Union, Michigan, as of March 31, 2006, and the respective changes in financial position, thereof for the year then ended in conformity with accounting principles generally accepted in the United States of America.

As described in Note IV(C), the Township has implemented a new financial reporting model, as required by the provisions of GASB Statement No. 34, *Basic Financial Statements and Management's Discussion and Analysis - for State and Local Governments*, as amended and interpreted, as of March 31, 2006.

The financial statements referred to above do not include the Management Discussion and Analysis, which is required supplementary information and should be included in order to conform with accounting principles generally accepted in the United States of America.

Bary Exandeth, CPA, PC

June 16, 2006

BASIC FINANCIAL STATEMENTS

Township of Union
Government-Wide Financial Statements
Statement of Net Assets
March 31, 2006

	<u>Governmental Activities</u>
ASSETS	
Cash and cash equivalents	\$ 95,006
Taxes receivable	1,857
Prepaid insurance	726
Due from other funds	464
Capital assets (net of accumulated depreciation):	
Land and improvements	8,667
Buildings and improvements	26,821
Equipment	<u>3,585</u>
Total assets	<u>137,126</u>
LIABILITIES	
Noncurrent liabilities:	
Due to other funds	<u> </u>
Total liabilities	<u> </u>
NET ASSETS	
Invested in capital assets	39,073
Unrestricted	<u>98,053</u>
Total net assets	<u>\$ 137,126</u>

See notes to financial statements

Township of Union
Government-Wide Financial Statements
Statement of Activities
For the Year Ended March 31, 2006

Functions /Programs	Expenses	Program Revenues		
		Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions
Governmental activities:				
Legislative	\$ 4,601	\$	\$	\$
General				
Government	39,719			
Public safety	24,583			
Community/ economic				
development	4,325			
Other	8,668			
Depreciation	<u>4,746</u>			
Total governmental activities	<u>\$ 86,642</u>	<u>\$</u>	<u>\$</u>	<u>\$</u>

General revenues:

Property taxes & administration fees
Licenses & permits
Federal aid
State aid
Interest
Other refunds & rebates

Total general revenues

Change in net assets

Net assets - beginning

Net assets - ending

See notes to financial statements

Net (Expense)
Revenue and
Changes in
Net Assets

Governmental
Activities

\$ (4,601)

(39,719)

(24,583)

(4,325)

(8,668)

(4,746)

(86,642)

19,463

345

76

44,779

2,175

2,654

69,492

(17,150)

154,276

\$ 137,126

Township of Union
Balance Sheet
Governmental Funds
March 31, 2006

	<u>General</u>	<u>Improvement Revolving</u>
ASSETS		
Cash and cash equivalents	\$ 69,732	\$ 25,274
Taxes receivable	1,857	
Prepaid insurance	726	
Due from other funds	<u>464</u>	
Total assets	<u>\$ 72,779</u>	<u>\$ 25,274</u>
LIABILITIES AND FUND BALANCES		
Liabilities:		
Due to other funds	\$ <u> </u>	\$ <u> </u>
Total liabilities	<u> </u>	<u> </u>
Fund balances		
Unreserved, reported in:		
General fund	72,779	
Improvement revolving fund	<u> </u>	<u>25,274</u>
Total fund balances	<u>72,779</u>	<u>25,274</u>
Total liabilities and fund balances	<u>\$ 72,779</u>	<u>\$ 25,274</u>

See notes to financial statements

**Total
Governmental
Funds**

\$ 95,006
1,857
726

464

\$ 98,053

\$

72,779

25,274

98,053

\$ 98,157

Township of Union
Reconciliation of the Governmental Funds
Balance Sheet
With the Statement of Net Assets
March 31, 2006

Amounts reported for governmental activities in the
statement of net assets are different because:

Total Fund Balance - Governmental Funds	\$ 98,053
---	-----------

Capital assets used in governmental activities
are not financial resources and therefore
are not reported as assets in governmental
funds:

Cost of capital assets	79,558
Accumulated depreciation	<u>(40,485)</u>

Total Net Assets - Governmental Activities	<u>\$ 137,126</u>
--	-------------------

See notes to financial statements

Township of Union
Statement of Revenues, Expenditures, and Changes
In Fund Balance
Governmental Funds
For the Year Ended March 31, 2006

	<u>General</u>	<u>Improvement Revolving</u>
REVENUES		
Taxes and administration fees	\$ 19,463	\$
Licenses and permits	345	
Federal aid	76	
Intergovernmental revenue from state:		
State revenue sharing	28,163	
Swamp land taxes	12,771	
Streets and highways (Non-Act 51)	3,845	
Interest	2,175	
Other revenue:		
Other refunds and rebates	<u>2,654</u>	<u> </u>
Total revenues	<u>69,492</u>	<u> </u>
EXPENDITURES		
Current:		
Legislative	4,601	
General government	39,719	
Public safety	24,583	
Community/economic development	4,325	
Other:		
Insurance/pension	3,654	
Employee fringe benefits	3,480	
Donations	1,250	
Refunds	284	
Capital outlay	<u> </u>	<u>3,791</u>
Total expenditures	<u>81,896</u>	<u>3,791</u>
Excess(deficiency) of revenues over(under) expenditures	(12,404)	(3,791)
OTHER FINANCING SOURCES(USES)		
Operating transfers in(out)	<u>(5,000)</u>	<u>5,000</u>
Net changes in fund balances	(17,404)	1,209
Fund balances-beginning	<u>90,183</u>	<u>24,065</u>
Fund balances-ending	<u>\$ 72,779</u>	<u>\$ 25,274</u>

See notes to financial statements

**Total
Governmental
Funds**

\$ 19,463
345
76

28,163
12,771
3,845
2,175

2,654
69,492

4,601
39,719
24,583
4,325

3,654
3,480
1,250
284
3,791
85,687

(16,195)

(16,195)

114,248

\$ 98,053

Township of Union
Reconciliation of the Statement of Revenues, Expenditures,
and Changes in Fund Balance of Governmental Funds
To the Statement of Activities
For the Year Ended March 31, 2006

Amounts reported for governmental activities in the
statement of activities are different because:

Total net change in fund balances -	
total governmental funds	\$(16,195)

Governmental funds report capital outlays
as expenditures. However, in the statement
of activities the cost of those assets is
allocated over their estimated useful lives
and reported as depreciation expense. This
is the amount by which capital outlays
exceeded (were less than) depreciation
in the current period.

Capital outlays	3,791
Depreciation	<u>(4,746)</u>

Change in net assets of governmental activities	<u><u>\$(17,150)</u></u>
---	---------------------------

See notes to financial statements

Township of Union
Combined Statement of Fiduciary Net Assets
Fiduciary Funds
March 31, 2006

	<u>Expendable Trust Fund</u>	<u>Agency Fund</u>
ASSETS		
Cash and cash equivalents	\$ 555	\$ 464
Total assets	<u>555</u>	<u>464</u>
LIABILITIES		
Due to other funds	<u> </u>	<u>464</u>
NET ASSETS		
Held in trust for other purposes	<u>\$ 555</u>	<u>\$</u>

See notes to financial statements

Township of Union
Combined Statement of Changes in Fiduciary Net Assets
Fiduciary Funds
For the Year Ended March 31, 2006

	<u>Expendable Trust Fund</u>	<u>Agency Fund</u>
ADDITIONS		
Property tax collections and fees	\$	\$ 588,709
Payroll deposits	3,081	
Interest earned	<u>12</u>	<u> </u>
Total additions	<u>3,093</u>	<u>588,709</u>
DEDUCTIONS		
Payments to general fund	3,091	19,463
Payments to other governmental units	<u> </u>	<u>569,246</u>
Total deductions	<u>3,091</u>	<u>588,709</u>
Changes in net assets	2	
Net assets - beginning	<u>553</u>	<u> </u>
Net assets - ending	<u><u>\$ 555</u></u>	<u><u>\$</u></u>

See notes to financial statements

Township of Union
Notes to the Financial Statements
March 31, 2006

I. Summary of significant accounting policies

The financial statements of the Township of Union (the Township) have been prepared in conformity with U.S. generally accepted accounting principles (GAAP) as applied to government units. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles. The more significant of the Township's accounting policies are described below.

A. Reporting entity

The Township was organized between 1880 and 1890. The Township is governed by an elected five-member board and provides services to its more than 417 residents in many areas including fire protection, police protection, roads, and planning. The accompanying financial statements present the Township's operations for which the government is considered to be financially accountable. The Township has no component units and is not responsible for any jointly governed organizations.

B. Government-wide financial statements

The government-wide financial statements (i.e., the statement of net assets and the statement of activities) report information on all of the nonfiduciary activities of the Township. For the most part, the effect of the interfund activity has been removed from these statements. *Governmental activities*, which normally are supported by taxes and intergovernmental revenues, are reported separately from *business-type activities*, which rely to a significant extent on fees and charges for support.

The statement of activities demonstrates the degree to which the direct expenses of a given function are offset by program revenues. *Direct expenses* are those that are clearly identifiable with a specific function. Program revenues include 1) charges to customers or applicants who purchase, use, or directly benefit from the goods, services or privileges provided by a given function and 2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function. Taxes and other items not properly included among program revenues are reported instead as *general revenues*.

Separate financial statements are provided for governmental funds and fiduciary funds, even though the latter are excluded

from the government-wide financial statements. Major individual governmental funds are reported as separate columns in the fund financial statements.

C. Measurement focus, basis of accounting and financial statement presentation

The government-wide financial statements are reported using the *economic resources measurement focus* and the *accrual basis of accounting*, as are fiduciary fund financial statements. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Property taxes are recognized as revenues in the year for which they are levied. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provided have been met.

Governmental fund financial statements are reported using the *current financial resources measurement focus* and the *modified accrual basis of accounting*. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the Township considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures, as well as expenditures related to compensated absences and claims and judgements, are recorded only when a payment is due.

Property taxes, franchise taxes, licenses, and interest associated with the current fiscal period are all considered to be susceptible to accrual and so have been recognized as revenues of the current fiscal period. All other revenue items are considered to be measurable and available only when cash is received by the Township.

The Township property tax is levied each December 1st on the taxable valuation of property (as defined by State statutes) located in the Township as of the preceding December 31st. Real property taxes not collected as of March 1st are turned over to Grand Traverse County, which advances the Township 100% for the delinquent taxes.

The 2005 taxable valuation of the Township totaled \$18,638,680, on which ad valorem taxes levied consisted of .8039 mills for Township operating purposes. This amount is recognized in the General Fund as current tax revenue as well as administrative fees to collect the taxes and applicable interest.

The Township reports the following major governmental fund:

The *general fund* is the Township's primary operating fund. It accounts for all financial resources of the general government, except those required to be accounted for in another fund.

Special revenue funds are used to account for the proceeds of specific revenue sources that are legally restricted to expenditures for specified purposes. The *improvement revolving fund* is a special revenue fund.

The Township reports the following fiduciary fund types:

Agency Fund

The *Current Tax Collection Fund* is used to account for resources held by the Township in a purely custodial capacity. Money in this fund is from current tax and special assessment collections. Timely distribution to the appropriate fund and local unit must be made in accordance with Section 43 of the General Property Tax Act.

Expendable Trust Fund

The *Payroll Tax Fund* is used to account for resources held by the Township for the payment of payroll taxes.

As a general rule the effect of interfund activity has been eliminated from the government-wide financial statements.

Amounts reported as *program revenues* include 1) charges to customers or applicants for goods, services, or privileges provided, 2) operating grants and contributions, and 3) capital grants and contributions, including special assessments. Internally dedicated resources are reported as *general revenues* rather than as program revenues. Likewise, general revenues include all taxes.

The Township did not have any proprietary funds.

When both restricted and unrestricted resources are available for use, it is the government's policy to use unrestricted sources first, then unrestricted resources as they are needed.

D. Assets, liabilities, and net assets or equity

1. Deposits and investments

The Township's cash and cash equivalents are considered to be cash on hand, demand deposits, short-term investments with

original maturities of three months or less from the date of acquisition.

State statutes authorize the Township to invest in bonds and other direct and certain indirect obligations of the U.S. Treasury; certificates of deposit, savings accounts, deposit accounts, or depository receipts of a bank, saving and loan association, or credit union, which is a member of the Federal Deposit Insurance Corporation, Federal Savings and Loan Insurance Corporation, or Nation Credit Union Administration, respectively; in commercial paper rated at the time of purchase within the three highest classifications established by not less than two standard rating services and which mature not more than 270 days after the date of purchase. The Township is also authorized to invest in U.S. Government or federal agency obligation repurchase agreements, bankers' acceptances of U.S. banks, and mutual funds composed of investments as outlined above.

2. *Receivables and payables*

Activity between funds that are representative of lending/borrowing arrangements outstanding at the end of the fiscal year are referred to as either "due to/from other funds: (i.e., the current portion of interfund loans) or "advances to/from other funds" (i.e., the non-current portion of interfund loans). All other outstanding balances between funds are reported as "due to/from other funds." Any residual balances outstanding between the governmental activities and business-type activities are reported in the government-wide financial statements as "internal balances".

All trade and property tax receivables are shown net of allowance for uncollectible amounts. Property taxes are levied on each December 1st on the taxable valuation of property as of the preceding December 31st. Taxes are considered delinquent on March 1st of the following year, at which time penalties and interest are assessed.

3. *Inventories and prepaid items*

Inventories of governmental funds are recorded as expenditures when consumed rather than when purchased.

Certain payments to vendors reflect costs applicable to future accounting periods and are recorded as prepaid items in both government-wide and fund financial statements.

4. *Property taxes receivable*

The delinquent real property taxes of the Township are

purchased by Grand Traverse County. The County maintains a revolving fund which is used to pay the Township for these property taxes. These taxes have been recorded as revenue for the current year, in the amounts of \$2,419 in the General Fund. The County purchased these taxes in May 2005, which was within the 60 days revenue recognition policy.

5. Capital assets

Capital assets, which include property, plant, and equipment are reported in the applicable governmental or business-type activities columns in the government-wide financial statements. Capital assets are defined by the Township as assets with an initial individual cost of more than \$500 and an estimated useful life in excess of two years. Such assets are recorded as historical cost or estimated historical cost if purchased or constructed. Donated capital assets are recorded at estimated fair market value at the date of donation.

The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend asset lives are not capitalized.

Property and equipment of the Township is depreciated using the straight-line method over the following estimated useful lives:

<u>Assets</u>	<u>Years</u>
Land improvements	10
Buildings	40
Building improvements	10
Equipment	5

6. Fund equity

In the fund financial statements, governmental funds report the reservations of fund balance for amounts that are not available for appropriation or are legally restricted by outside parties for use for a specific purpose. Designations of fund balance represent tentative management plans that are subject to change.

7. Comparative data/reclassifications

If the Township had an individual enterprise fund, comparative total data for the prior year would have been presented only in the fund financial statements in order to provide an understanding of the changes in the financial position and operations of these funds. Also, certain amounts presented in the prior year data have been reclassified in order to be consistent with the current year's presentation.

II. Stewardship, compliance, and accountability

A. Budgetary information

Annual budgets are adopted on a basis consistent with generally accepted accounting principles for all governmental funds. All annual appropriations lapse at fiscal year end.

The Township follows these procedures in establishing the budgetary data reflected in the financial statements:

1. The Supervisor submits to the Township Board a proposed budget for the fiscal year commencing on April 1. The operating budget includes proposed expenditures and the means of financing them. The level of control for the budgets is at the functional level as set forth in the combined statement of revenues, expenditures and changes in fund balances - budget and actual - GAAP basis - general funds.
2. Public hearings are conducted to obtain taxpayer comments.
3. At the first meeting of the fiscal year, the budget is legally adopted by the Township Board as a resolution pursuant to the Uniform Budgeting and Accounting Act (P.A. 621 of 1978). The Act requires that the budget be amended prior to the end of the fiscal year when necessary to adjust appropriations if it appears that revenues and other financing sources will be less than anticipated or so that expenditures will not be in excess of original estimates. Expenditures shall not be made or incurred, unless authorized in the budget, or in excess of the amount appropriated.
4. The Clerk is authorized to transfer budgeted amounts between major expenditure functions within any fund; however, these transfers and any revisions that alter the total expenditures of any fund must be approved by the Township Board.
5. Formal budgetary integration is employed as a management control device during the year for the general fund and the building fund.
6. The budget as presented, has been amended. Supplemental appropriations were made during the year with the last one approved prior to April 1st.

B. Excess of expenditures over appropriations

For the year ended March 31, 2006, expenditures exceeded appropriations in the activities of clerk, and fire and police protection (the legal level of budgetary control) of the general fund by \$50 and \$138, respectively. These overexpenditures were funded by the available fund balance in the general fund.

III. Detailed notes on all funds

A. Deposits, investments and credit risk

Deposits

At year-end, the carrying amount of the Township's deposits were \$96,025 (includes \$1,019 in the Tax Collection Fund and the Payroll Tax Fund) and the bank balance was \$97,528, of which \$97,528 is insured by the National Credit Union administration a U.S. Government Agency.

Investments

There were not any investments.

Interest Rate Risk - The Township does not have a formal investment policy that limits investment maturities as a means of managing its exposure to fair value losses arising from increasing interest rates.

Credit Risk - The Township's investment policy approves the following securities and deposit accounts: U.S. Treasury bills, U.S. Treasury certificates, notes and bonds, certificate of deposits, commercial business savings accounts, money market accounts, obligations which are lawful investments fiduciary and trust funds under the jurisdiction of the United States Government, Series E savings bonds and Series H savings bonds.

The Township shall deposit excess monies in the general fund and all other operating fund accounts in time, savings, or

share accounts with banks or other institutions, to the extent that all unsecured deposits or accounts are insured by: the Federal Deposit Insurance Corporation(FDIC), National Credit Union Share Insurance Fund(NCUSIF), or State Insurance plans which are approved by the United States Comptroller of the currency as an eligible depository of trust funds of National Banks, respectively.

All excess monies over the insured limits of the financial institution or banks, the Township shall obtain collateralization of excess funds at 100% of the principal value. Such collateralization shall be in the form of U.S. Treasury Notes or Bonds in the name of the Township held in trust by the financial institution or bank. The Township may choose collateralization in the following form and percentages:

- | | |
|-------------------------------------|------------|
| 1. U.S. Treasury Notes | - 100%; or |
| 2. U.S. Treasury Notes and/or Bonds | - 75% and |
| 3. Mortgage Backed Securities | - 25% |

In any such case the collateralization shall be no less than 100% of value of the funds in all accounts. The financial institution shall provide a statement of the following collateralization at a minimum once every quarter to the Township.

The Township has no investment policy that would further limit its investment choices.

Concentration of Credit Risk - The Township places no limit on the amount the Township may invest in any one issuer. All of the Township's investments (if any) are reported in the General Fund.

A reconciliation of cash as shown on the statements of net assets follows:

Carrying amount of deposits	<u>\$ 95,006</u>
Cash and cash equivalents:	
General fund	\$ 96,509
Checks written in excess of deposits	<u>(1,503)</u>
Total	<u>\$ 95,006</u>

B. Receivables

The Township does not have any material receivables as of March 31, 2006.

C. Capital assets

Capital asset activity for the year ended March 31, 2006 was as follows:

	<u>Beginning Balance</u>	<u>Increases</u>	<u>Decreases</u>	<u>Ending Balance</u>
Governmental activities:				
Capital assets, not being depreciated:				
Land & improvements	\$ 2,500	\$	\$	\$ 2,500
Capital assets, being depreciated:				
Land improvements	15,419			15,419
Buildings & improvements:				
Township Hall	48,885	3,791		52,676
Equipment	8,963			8,963
Total capital assets being depreciated	73,267	3,791		77,058
Less accumulated depreciation for:				
Land improvements	(7,710)	(1,542)		(9,252)
Buildings & improvements:				
Township hall	(24,444)	(1,411)		(25,855)
Equipment	(3,585)	(1,793)		(5,378)
Total accumulated depreciation	(35,739)	(4,746)		(40,485)
Total capital assets, being depreciated, net	37,528	(955)		36,573
Governmental activities capital assets, net	\$ 40,028	\$ (955)	\$	\$ 39,073

Depreciation expense was charged to functions/programs of the government as follows:

Governmental activities:	
General government	\$ 4,746
Total depreciation expense-governmental activities	\$ 4,746

D. Interfund receivables, payables, and transfers

There were no transfers between governmental funds during the fiscal year ended March 31, 2006.

The composition of interfund balances as of March 31, 2006, is as follows:

Due to/from other funds:

<u>Receivable Fund</u>	<u>Payable Fund</u>	<u>Amount</u>
General	Tax collection	\$ <u>464</u>

IV. Other information

A. Risk management

The Township is exposed to various risks of loss related to torts, theft of, damage to, and destruction of assets; errors and omissions; and employee injuries (workers compensation). The Township was unable to obtain general liability insurance at a cost it considered to be economically justifiable. The Township joined together with other governments and created a public entity risk pool currently operating as a common risk management and insurance program. The Township pays an annual premium to the pool for its general insurance coverage.

The Township has purchased commercial insurance for all other risks of loss. Settlements claims have not exceeded coverages for each of the past three fiscal years.

The pooling agreement allows for the pool to make additional assessments to make the pool self-sustaining. The Township is unable to provide an estimate of the amounts of additional assessments.

B. Pension plan

The Township elected to cover its employees under a pension plan through Municipal Retirement Systems, Inc. The election was effective on July 1, 1991 and was in lieu of coverage under the social security system. The plan is known as a Money Purchase Pension plan and the Township is required to contribute 50% of the cost for each employee. Cost to the Township for the year was \$3,080 (which includes an administration fee of \$180).

C. Implementation of new accounting standard

As of and for the year ended March 31, 2006, the Township implemented GASB Statement Number 34 - *Basic Financial Statements - and Management's Discussion and Analysis - State and Local Governments*. The more significant changes required by the standard include a Management Discussion and Analysis; government-wide financial statements, prepared using the economic resources measurement focus and the accrual basis of accounting; fund financial statements, consisting of a series of statements that focus on a governments' major funds; and schedules to reconcile the fund financial statements to the government-wide financial statements.

D. Intergovernmental agreements

Fire Department: The Township has entered into an agreement with the Rural Fire Board of Grand Traverse County to render fire protection to its residents.

Police Department: The Township has entered into an agreement with the Grand Traverse County to provide police protection to its residents.

Required Supplementary Information

Township of Union
General Fund
Statement of Revenues, Expenditures, and Changes
in Fund Balances - Budget and Actual
For the Year Ended March 31, 2006

	<u>Budgeted Amounts</u>		<u>Actual</u>	<u>Variance</u>
	<u>Original</u>	<u>Final</u>	<u>Amounts</u>	<u>with Final Budget Positive (Negative)</u>
REVENUES				
Property taxes & related fees	\$ 20,042	\$ 20,042	\$ 19,463	\$ (579)
Licenses & permits	100	100	345	245
Federal aid	20	20	76	56
Intergovernmental revenue from state:				
State revenue sharing	27,608	27,608	28,163	555
Swamp land taxes	12,730	12,730	12,771	41
Streets & highways	3,300	3,300	3,845	545
Interest	2,600	2,600	2,175	(425)
Other revenue:				
Other refunds & rebates	<u>1,300</u>	<u>1,300</u>	<u>2,654</u>	<u>1,354</u>
Total revenues	<u>67,700</u>	<u>67,700</u>	<u>69,492</u>	<u>1,792</u>
EXPENDITURES				
Current:				
Legislative:				
Township board	<u>5,820</u>	<u>5,820</u>	<u>4,601</u>	<u>1,219</u>
General government:				
Supervisor	5,872	5,872	5,423	449
Treasurer	7,613	7,813	7,710	103
Assessor	5,345	5,545	5,537	8
Clerk	6,648	6,723	6,773	(50)
Elections	1,600	1,600	914	686
Building & grounds	14,220	14,220	11,983	2,237
All other general government:				
Attorney	2,000	2,000	750	1,250
Board of review	<u>1,050</u>	<u>1,050</u>	<u>629</u>	<u>421</u>
Total general government	<u>44,348</u>	<u>44,823</u>	<u>39,719</u>	<u>5,104</u>

Township of Union
General Fund
Statement of Revenues, Expenditures, and Changes
in Fund Balance - Budget and Actual
For the Year Ended March 31, 2006
(Continued)

	<u>Budgeted Amounts</u>		<u>Actual</u>	<u>Variance</u>
	<u>Original</u>	<u>Final</u>	<u>Amounts</u>	<u>with Final Budget Positive (Negative)</u>
EXPENDITURES				
(CONTINUED):				
Current:				
Public safety:				
Fire & police	<u>24,328</u>	<u>24,583</u>	<u>24,583</u>	<u> </u>
Total public safety	<u>24,328</u>	<u>24,583</u>	<u>24,583</u>	<u> </u>
Public works:				
Sanitation	<u>10,000</u>	<u>10,000</u>		<u>10,000</u>
Roads	<u>4,000</u>	<u>4,000</u>		<u>4,000</u>
Total public works	<u>14,000</u>	<u>14,000</u>		<u>14,000</u>
Community/economic development:				
Planning & zoning	<u>8,850</u>	<u>8,850</u>	<u>4,325</u>	<u>4,525</u>
Total community/economic development	<u>8,850</u>	<u>8,850</u>	<u>4,325</u>	<u>4,525</u>
Other:				
Insurance/pension	<u>4,000</u>	<u>4,000</u>	<u>3,654</u>	<u>346</u>
Employee fringe benefits	<u>3,715</u>	<u>3,715</u>	<u>3,480</u>	<u>235</u>
Donations	<u>2,000</u>	<u>1,408</u>	<u>1,250</u>	<u>158</u>
Refunds	<u>500</u>	<u>500</u>	<u>284</u>	<u>216</u>
Total other	<u>10,215</u>	<u>9,623</u>	<u>8,668</u>	<u>955</u>
Total expenditures	<u>107,561</u>	<u>107,699</u>	<u>81,896</u>	<u>25,803</u>

Township of Union
General Fund
Statement of Revenues, Expenditures, and Changes
in Fund Balance - Budget and Actual
For the Year Ended March 31, 2006
(Continued)

	<u>Budgeted Amounts</u>		<u>Actual</u>	<u>Variance</u>
	<u>Original</u>	<u>Final</u>	<u>Amounts</u>	<u>with</u> <u>Final</u> <u>Budget</u> <u>Positive</u> <u>(Negative)</u>
EXPENDITURES				
(CONTINUED):				
Total				
expenditures	<u>107,561</u>	<u>107,699</u>	<u>81,896</u>	<u>25,803</u>
Excess (deficiency)				
of revenues over				
(under)				
expenditures	(39,861)	(39,999)	(12,404)	27,595
OTHER FINANCING				
SOURCES (USES)				
Operating transfers				
(out)	<u> </u>	<u> </u>	<u>(5,000)</u>	<u>(5,000)</u>
Net change in fund				
balances	(39,861)	(39,999)	(17,404)	22,595
Fund balances-				
beginning	<u>39,861</u>	<u>39,999</u>	<u>90,183</u>	<u>50,184</u>
Fund balances-				
ending	<u>\$ </u>	<u>\$ </u>	<u>\$ 72,779</u>	<u>\$ 72,779</u>

See notes to financial statements

COMMENTS AND RECOMMENDATIONS

Members of the Township Board
Township of Union
Grand Traverse County, Michigan

My examination was made in accordance with generally accepted auditing standards and, accordingly, included such tests of the accounting records and such other auditing procedures as I considered necessary in the circumstances.

Board Approval of Invoices

At the monthly board meetings the invoices should be available to be examined before approving the checks to be paid.

This letter supplements the information in the Financial Statements and Notes to Financial Statements. It is intended solely for the use of management and the Township Board and should not be used for any other purpose.

Barry E. Gaudette, CPA, P.C.

June 16, 2006